

Approved For Release 2006/4/13 : CIA-RDP75-00399R000100160056-9

PREPARE IN DUPLICATE

1. TITLE OF REPORT (if a fill-in report include Form No.) Marine Corps Drill Report				2. TYPE OF REPORT	<input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING
3. FUNCTIONAL AREA	X	PERSONNEL	TRAINING	ADMIN. GENERAL	
		LOGISTICS	SECURITY	OTHER (specify)	
		MEDICAL	FINANCE		
4. NO. OF COPIES PREPARED 4	5. FREQUENCY (weekly, monthly, quarterly, etc.) Monthly			6. DISTRIBUTION (No. of components not number of copies) 2	
7. FORMAT (memorandum, form computer print-out, etc) Letter	8. ADP PROCESSING			9. DIRECTIVE AUTHORITY REQUIRING REPORT Mcorders	
YES		IF YES GIVE ADP PROCESSING NO.			
NO					
10. PREPARING COMPONENT (include lowest level contributing information to report) OP/MMPD/RAB		11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-05 to GS-15	\$5.00		1.5		\$7.50		12		\$90.00

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT			ESTIMATED SAVINGS	
X	RETAIN AS IS	OTHER (explain)	MAN-HOURS	DOLLARS
	CHANGE			
	DISCONTINUE			

16. DATE OF INVENTORY
9/21/70

17. NAME AND TITLE OF PERSON FURNISHING INFORMATION

18. EXTENSION

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